
WEB JOB POSTING

SERVICES SPECIALIST

RESPONSIBILITIES:

The City of Tullahoma is accepting applications for the part-time position of Service Specialist that works under the supervision of the Airport Manager and Deputy Airport Manager. Responsibilities include fueling and towing aircraft, processing payments, monitoring 2-way radios, responding to aircrafts requesting information and performing general cleaning and maintenance. Job duties also include mowing and weed eating airport property and performing duties as assigned by supervisors.

REQUIREMENTS:

Applicants must have a High School diploma unless currently in High School. Previous airport operations experience preferred and candidates must be able to provide good customer service. Valid TN driver's license required.

BENEFITS:

This is a part-time position with an hourly rate in the range of \$9.85- \$10.35. Applicants need to be available to work a variable schedule with weekends required.

RECRUITMENT:

Individuals interested in applying for this position can:

- Complete the application available on-line at www.tullahomatn.gov and return to the HR Department at City Hall, 201 W. Grundy St., Tullahoma. Applications can be emailed to cbrice@tullahomatn.gov, sent by fax to 931-455-2782 or mailed to the PO Box below.
- Complete an application at Tullahoma Career Center
111 E. Lincoln Street, Tullahoma, TN 37388
- Mail a resume to:
City of Tullahoma, Attn: HR Department
P.O. Box 807, Tullahoma, TN 37388
Or email a resume to cbrice@tullahomatn.gov

A complete copy of the job description is available upon request. The City of Tullahoma is an equal opportunity employer.

Posted: March 28, 2014

Closes: April 11, 2014